

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
June 24, 2015

Members Present: L. Krause, P. Van Horn, C. Duchow, E. Kranick, R. Troy

Others Present: P. Kozlowski, *Fire Chief*, M. Hoppe, *Deputy Fire Chief*, J. Formea, *Fire Department*, T. Barbeau, *Town Engineer*, 7 Citizens

First order of business: Call to Order
Chairman Krause called the meeting to order at 7:00 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Citizen Comments
There were no citizen comments.

Fourth order of business: Approval of June 9, 2015 Town Board Minutes
The minutes will be filed with one minor correction.

Fifth order of business: Action on vouchers submitted for payment:

A. Report on budget sub-accounts and action to amend 2015 budget

B. 1) Accounts payable; 2) Payroll
Accounts Payable

MOVED TO APPROVE PAYMENT OF CHECKS #55887 to #55927 IN THE AMOUNT OF \$64,804.39

Payroll

MOVED TO APPROVE PAYMENT IN THE AMOUNT OF \$40,837.35

MS. DUCHOW/MR. TROY

MOTION CARRIED

Sixth order of business: Communications (*for discussion and possible action*)

A. Eric J. Larson (6/9/15), Re: Woodridge Estates, LLC, Irrevocable Letter of Credit

Mr. Kranick recused himself. Engineer Barbeau stated that this is a standard Letter of Credit for Town improvements including grading, landscaping, curb and gutter.

Seventh order of business: Unfinished Business

A. Consideration and possible action on disposition of Fire Station #1 (tabled 6/9/15)

MOTION MADE BY MR. KRANICK, SECONDED BY MS. DUCHOW TO REMOVE FROM THE TABLE. MOTION CARRIED.

Mr. Kranick questioned whether or not the Town should be in the demolition business and what the Town would get out of developing the subject property. The general consensus of the Board is to consult with a professional to give us a statement of value and provide comparisons of demolishing and then selling the three lots, or selling the property "as is". Ms. Duchow stated that she will contact a developer to obtain a pro forma analysis.

Nancy Kreil, W304N2437 Maple Avenue, stated that she is trying to initiate a conversation with the Board to purchase a portion of the property to allow her and her husband to gain access to the back of their yard. Chairman Krause informed her that any adjustments would need to be done by a survey.

B. Consideration and possible action on renovation of existing town hall
1) Asbestos inspection proposal

Mr. Troy presented an asbestos proposal from KPH Environmental stating that it would cost \$1100.00 to obtain an asbestos analysis of the old town hall or \$3250.00 to cover the old town

hall, existing shed and old fire station. Discussion followed on hiring 1 contractor who could sub contract the abatement.

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. VAN HORN TO ACCEPT THE ASBESTOS INSPECTION PROPOSAL OF \$3250.00 TO COVER ALL 3 BUILDINGS AND BE COMPLETED BY THE NEXT TOWN BOARD MEETING. MOTION CARRIED.

- C. Further discussion and possible action on new fire station/town hall
1) Appreciation

Ms. Duchow expressed appreciation to Jamie Formea for his countless hours of working "above and beyond" on setting up phone, cable and IT services for the new fire station/town hall. She presented him with a token of appreciation for his hard work and dedicated service to the Town.

- 2) Furniture

Ms. Duchow stated that the fire department is requesting to take \$4100.00 out of their appreciation fund to purchase furniture for their day room area.

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.

Eighth order of business: New Business

- A. Lee and Nancy Dlouhy W294 N3107 Bittersweet Lane, Re: Consideration and possible action on a request to amend the Town Street and Highway Width Map to reduce Bittersweet Lane and Hill Street from proposed 66 feet to the platted right of way width of 30 feet

Engineer Barbeau stated that Bittersweet Lane and Hill Street are shown on the street map as 66 feet. At the existing 30 ft. platted right-of-way, the subject property owners can build an accessory building. Engineer Barbeau is requesting approval from the Town Board to refer this matter to the Plan Commission.

MOTION MADE BY MR. VAN HORN, SECONDED BY MR. KRANICK TO REFER THIS MATTER TO THE PLAN COMMISSION. MOTION CARRIED.

- B. Consideration and possible action to award the 2015 Town Road Paving Program contract

Engineer Barbeau stated that the Town received 2 bids for the subject project that far exceeded the budget amount. This was due primarily to the bid for the retaining wall along Hillcrest Drive, east of Poplar Drive. Payne & Dolan bid the item at \$225,000, but staff's estimate of \$65,000 was based on similar sized walls bid out by the WisDOT. Based on staff conversations as well as those with other contractors, the bid proposed is out of line. Both bidders indicated that Zenith Tech was the only subcontractor that offered a bid to both contractors. In order to accomplish the projects within the budget it may mean removing the item from the bid and re-bidding it separately, reducing other bid items to create some funds or rebidding the project in its entirety with reduced bid items.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO REJECT THE PAVING BIDS AND RE-BID THE PROJECT NOT TO INCLUDE ITEMS 10 AND 11 (SOLDIER PILE AND WOOD LAGGING WALL AND BEAM GUARD).

AMENDED MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO INCLUDE THAT STAFF PROVIDE A BID FOR PROBLEM AREA (RETAINING WALL) AT THE SECOND MEETING IN JANUARY OF 2016. MOTION CARRIED.

- C. Consideration and possible action to approve the asphalt path paving project contract at Elmhurst Park

Engineer Barbeau stated that we received three quotes from contractors to pave the walking path at Elmhurst Park. He recommended awarding the project to Poblocki Paving in the amount of \$24,680.00.

MOTION MADE BY MR. VAN HORN, SECONDED BY MR. TROY TO APPROVE IF FULLY BUDGETED. MOTION CARRIED.

- D. Consideration and possible action on Operator Licenses for the period of 7/1/14 to 6/30/16:
1) Halle Grove - *Western Lakes Golf Club*

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO APPROVE. MOTION CARRIED.

- 2) Megan Grenz - *Kim's Lakeside*

MOTION MADE BY MR. KRANICK, SECONDED BY MR. VAN HORN TO APPROVE. MOTION CARRIED.

- E. Consideration and possible action on a request for temporary employee parking for Golden Anchor staff at the old fire station

The general consensus of the Board is to not allow this request due to the following: there is an underground storage tank on the property that is currently being removed; this would be a temporary solution to a lengthy problem. When this building goes away, what happens?

MOTION MADE BY MR. TROY, SECONDED BY MR. VAN HORN TO DENY THE REQUEST FOR TEMPORARY EMPLOYEE PARKING FOR GOLDEN ANCHOR STAFF AT THE OLD FIRE STATION. MOTION CARRIED.

Ninth Order of business: Announcements and Planning Items

- A. Next Plan Commission Meeting – July 7
- B. Board of Review – July 9 @ 7:00 p.m.
- C. Next Park and Recreation Commission Meeting – July 13
- D. Next Town Board Meeting – July 14
- E. Special Senate 33 District Election – July 21

Tenth order of business: Adjournment

MOTION MADE BY MS. DUCHOW, SECONDED BY MR. KRANICK TO ADJOURN AT 8:11 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on: July 14, 2015